

Statement of Deficiencies

1511-A.3: Receiving and Releasing Children procedure

Not Met

1511-A.3: An early learning center shall establish in writing and implement procedures for: Receiving and releasing a child from the center.

Finding:

1511-A.3 Based on record review/interviews on 1/18/18 S1 provided a written copy of receiving and releasing children procedure however on 1/9/18 S28 failed to follow the receiving procedure for the Bus 9 as she allowed C1 to be placed on the school bus and be taken to the head start center.

1711-A-B-D-G: Child to Staff Ratio

Not Met

1711-A-B-D-G: A. Child to staff ratios are established to ensure the safety of all children.

B. Minimum child to staff ratios shall be met at all times.

1. There shall be a minimum of two staff members present at an early learning center when more than one child is present.
2. Only those staff members directly providing care, supervision or guidance to children shall be counted in the child to staff ratios.
- D. Minimum Child to Staff Ratios for Type II and Type III centers:

Ages of Children		Ratio
Infants under 1 year		5:1
1 year	13:1	7:1
2 years		11:1
3 years	15:1	13:1
4 years		15:1
5 years		19:1
6 years and up	23:1	23:1

G. Mixed Age Groups - Minimum Child to Staff Ratios

1. An average of the child to staff ratios may be applied to mixed age groups of children ages 2, 3, 4 and 5
2. Child to staff ratios for children under age two are excluded from averaging.
3. When a mixed age group includes children younger than age two, the age of the youngest child determines the child to staff ratio for the group.
4. An average may be applied to a mixed age group consisting only of children ages 5 and older.

Finding:

1711-A-B-D-G Based on observations on 1/18/118 during the initial walk through of the center at 10:40 am S5 failed to meet the required child to staff ratio for children of the following ages: 19 children age 4 yr old with 1 staff present. The required ratio for children of this age is 15 children per 1 staff person. S6 came into the classroom during the count and corrected the ratio during the visit.

2103-F: Passenger Transportation Log

Not Met

2103-F: Passenger Log

1. A current passenger log for each trip shall be used to track children and staff during transportation.
2. The log shall be maintained on file at the center and a copy shall be provided to the driver or monitor.
3. The following shall be recorded in the passenger log:
 - a. date the transportation is provided;
 - b. name of the child;
 - c. name of driver and staff members;
 - d. pick up and drop off locations;
 - e. time child was placed on the vehicle;
 - f. time child was released and name of the person or entity to whom child was released; and
 - g. signature of staff person completing the log.

Finding:

2103-F: Passenger Transportation Log: S28 allowed C1 to get on the bus from the Candiland Daycare Center. S28 had a master log but did not have a sign in that included C1's name, pick up or drop off information; time child was placed on the vehicle; time child was released and name of the person or entity to whom child was released; and signature of staff person completing the log. C1 is not enrolled at the center. S28 signed in C2 as being present and picked up from Candyland day care center and C2 was not present on 1/9/18.